

**BOARD OF SELECTMEN
MEETING MINUTES
October 27, 2003**

PRESENT: THOMAS C. REYNOLDS JR, CHAIRMAN; DOUGLAS R. COOK, Co CHAIRMAN; BRIAN MCDONALD, SELECTMAN.

ADMINISTRATIVE COORDINATOR: ROBERT CHRISTENSEN
RECORDING SECRETARY: KELLY BUMPUS

GUEST: Frank Campana, Matt Pelletier, Elayne D. Pierson, Chuck Metcalf, Gene Bilodeau, Carl Knapp.

The Selectmen's Meeting was held at the Town Office Building. Chairman Reynolds commenced the meeting at 6:30 p.m.

Chairman Reynolds asked that everyone stand for the Pledge of Allegiance.

1. PUBLIC PARTICIPATION

Frank Campana – Mr. Campana stated that he had attended that day's meeting with DRA and was surprised with some of what he heard. He stated that he had previously asked the Board the overlay amount, and if the Board intended to have a discussion prior to the meeting. Mr. Campana asked the Board if this discussion took place? Chairman Reynolds had stated that due to the budget size, there will be no refund in taxes. Mr. Campana stated that his question is in regards to the meeting, and stated that there seemed to be some questions that the Board was unable to answer. Mr. Campana stated that if the auditor's report was discussed on the board-level beforehand, the discrepancy would have been found beforehand. Selectman Cook stated that the Board will be discussing the subject that evening. Selectman McDonald stated that the meeting with DRA was a last minute meeting, and the Board did not have the opportunity to discuss it last week. Selectman Cook asked Mr. Campana for his point? Mr. Campana stated that his question was simple, did the Board have a board-level discussion regarding the matter? Selectman McDonald responded no, it was not discussed by the Board prior to that day's meeting. Mr. Campana referred to the meeting minutes of January 13th, in which previous Selectman, Jonathan Wallace had stated that there was \$65,000 that was left over, and that it will be given back in taxes. Mr. Campana stated that there will now

certainly be \$90,000. Mr. Campana stated that regardless of the outcome of what the Board discusses now, it is unfortunate that the Board has to add to that surplus on the backs of the tax payers in a somewhat mischievous way. Selectman Cook stated that this was untrue. Selectman Cook stated that the Board has not even had time to discuss the matter, and is currently being looked at by the Financial Administrator. Chairman Reynolds stated that maybe this can be ironed out, it needs to be researched. Ms. Elayne Pierson stated that the MS5 report was just received the previous Monday, and they have not received the full audit from DRA.

2. NONPUBLIC SESSION

Chairman Reynolds moved that the Board of Selectmen enter into Nonpublic Session at 6:55 p.m. pursuant to the authority granted in RSA 91-A:3 II (a). Seconded by Selectman McDonald. A roll call vote was taken. Selectman McDonald – yes; Chairman Reynolds – yes; Selectman Cook – yes. Motion passed unanimously.

In Attendance: Chairman Reynolds, Selectman McDonald, Selectman Cook, Ms. Elayne Pierson, Mr. Robert Christensen, Ms. Kelly Bumpus.

The Board discussed the employee evaluation for Ms. Pierson.

Chairman Reynolds moved to come out of Nonpublic Session at 7:32 p.m. Seconded by Selectman Cook. A roll call vote was taken. Selectman McDonald – yes; Chairman Reynolds – yes; Selectman Cook – yes. Motion passed unanimously.

3. PLANNING BOARD

Mr. Paul Morin met with the Board to request reconsideration of Mr. Carl Knapp's appointment to the Planning Board. Mr. Morin stated that he was originally under the impression that a Town employee cannot serve as a member of the Planning Board. Mr. Morin stated that he has researched this and could not find that to be the case. Mr. Morin stated that the Planning Board has large proposals in front of them and they are in need of voting members. Mr. Morin stated that he does want Mr. Knapp on the Planning Board, and is asking again if no one on the Board of Selectmen is able or willing, to please consider Mr. Knapp as ex officio. Selectman Cook asked Mr. Morin if he thinks the long agendas are playing a roll in not being able to get members on the Planning Board? Selectman Cook stated that he had noticed at the last Planning Board meeting, that Mr. Morin made a comment of Planning Board duties being more related to planning. Selectman Cook stated that even during a work session, they were discussing development issues. Selectman McDonald stated that he is still against Mr. Knapp serving as ex officio, not due to the fact that it is Mr. Knapp, but because Mr.

Knapp works for the Board of Selectmen and the Planning Board is a separate entity. Selectman McDonald stated that he thinks this would put Mr. Knapp in an unfair predicament. Mr. Morin stated that the Board of Selectmen is required to fill the position somehow. Chairman Reynolds stated that the Board had discussed alternating each month. Selectman Cook stated that the Board of Selectmen can't even get a full Board to attend their meetings. Selectman Cook stated that if the absent members would resign, and the positions filled, they would be in a better situation concerning ex officios. Selectman McDonald stated that he will commit to one Planning Board meeting per month. Mr. Morin stated that in this difficult situation, it would be acceptable. Mr. Morin stated that it is not the best solution, but something needs to be done. Mr. Morin requested that the Board appoint Selectman McDonald as ex officio, and Mr. Knapp as alternate member.

Chairman Reynolds made a motion to appoint Selectman McDonald as ex officio to the Planning Board in Selectman Methot's absence. Seconded by Selectman Cook. A vote was taken. Motion passed 2 in favor; 1 abstention (Selectman McDonald).

Chairman Reynolds made a motion to appoint Mr. Carl Knapp as an alternate to the Planning Board. Seconded by Selectman Cook. A vote was taken. Motion passed unanimously.

4. PUBLIC HEARING

Chairman Reynolds opened the public hearing at 7:50 p.m. for the purpose of expending unanticipated revenue from Mt. William Inc. and the FEMA program. Mr. Knapp explained that the \$8,000 figure from Mr. Bolton was due to heavy truck traffic, and that this was the number he came up with to do the work needed to the road, and also what was agreed upon by Mr. Bolton. Mr. Knapp stated that now he needs approval to spend it. Mr. Knapp then explained that the FEMA money in the amount of \$15,000 is money from the Federal Government that was offered for one particular storm in which Hillsboro County was hit hard. Mr. Knapp stated that this was something that needed to be requested and needed to be for snow removal.

Chairman Reynolds asked if there was any public comment?

Frank Campana – Mr. Campana asked if this actually saves the Town money, or does it offset the budget? Mr. Knapp stated that the expenses have already been expended from the budget. Mr. Campana stated that if the Town receives grant money to buy something, then you do not have to ask taxpayers for it. Mr. Campana stated that if Mr. Knapp does in fact have that \$15,000 left over, then it can come back to the taxpayers. Mr. Campana stated that he would like some assurance that if it is left over, it can go into a pool for money to be returned to the taxpayers. Chairman Reynolds stated they will need to see where they stand at the end of the year.

Chairman Reynolds closed the public hearing at 7:58 p.m. Selectman McDonald stated that he would like to commend Mr. Knapp for his research, and for looking out for the

Town in receiving this money. Chairman Reynolds stated that he would like to commend Mt. Williams Inc. for their payment.

Selectman Cook made a motion to accept the unexpected revenues of \$8,000 and \$15,000 to be put in the Highway Department's budget. Seconded by Chairman Reynolds. A vote was taken. Motion passed unanimously.

5. WOODBURY ROAD – Chet Rogers

Mr. Chet Rogers met with the Board to discuss the paving of Woodbury Road. Mr. Rogers stated that it was his understanding that Mr. Knapp was going to pave the road at the time the bridge was done. Mr. Rogers stated that Selectman Cook incorrectly commented that the people do not want the road paved. Selectman Cook stated that this had to do with speed limit. Mr. Rogers stated that at this point, after 20 years, the paving was being considered. Mr. Rogers stated that the residents on the road think that the only fair thing to do is go back to the point when it was proposed and give it fair consideration. Mr. Rogers stated that speed and paving are two different issues. He stated that he thinks that if there is a little bit of enforcement, the speed should be taken care of. Mr. Rogers stated that Mr. Knapp had said that they are going to have to pave the approaches to the bridge, and this seems to be the time to have the paving done. Selectman Cook stated that while he agrees with this, he does not feel that the Town can do it at this time. Selectman Cook stated that there is the option of putting it on the ballot. Chairman Reynolds asked Mr. Knapp where Woodbury Road falls in his plan? Mr. Knapp stated he is hoping that in the next couple of months he will have a plan for the paving of the entire Town. Chairman Reynolds asked Mr. Knapp if Woodbury Road is currently on his list of roads to be paved? Mr. Knapp stated that it would have been except for the misunderstandings. He stated he would have liked to do it at the time of the bridge. Mr. Knapp informed the Board that paving will probably cost \$45 dollars per foot, and it is roughly 1,500 feet. Mr. Knapp stated that it also needs some road work. Mr. Rogers requested the Board please give the residents of the road consideration, and pave the road at the time the bridge work is done or as soon as possible.

Chairman Reynolds stated that he received a letter from a resident who is against paving the road, but she lives on Concord Stage Road.

Ms. Jan Racicot stated that she has lived on Woodbury Road for twenty years. She stated that with the bad weather coming, she would estimate no less than 20 times per year cars slide down the road. Ms. Racicot stated that as for the speed issue, she lives in the first house on the right and has seen the 20 mph speed limit not being followed by many people including Town Officials. She stated that this would be like winning the lottery to have the road paved. Ms. Racicot stated that she really hopes they will consider this, and they have been waiting a long time.

Ms. Jennifer Ebur stated that half her property is on the dirt, and half is paved. She stated that she bought the property because it is not a through street. She stated that she has a real concern that paving it will increase speed as well as traffic. She also stated that she would like to point out the fact that her house and the house across from hers are the houses that are closest to the road.

Mr. Rogers stated that it is true that there was not a lot of traffic in the past, but since a detour in the past, a lot of people now know where Woodbury Road leads to.

Mr. Craig Hanna stated that he lives at 76 Woodbury Road and lives at the s curve. He stated that it will be hard to enforce speed one way or the other. He stated that maybe it is more cost prohibitive to block the bridge off. Mr. Hanna showed the Board a diagram of his property in proportion to the bridge. He stated that he has been living there for three years and his house is very close to the curve. He stated that he has concern for his children's safety.

Mr. Ferd Schoedinger stated that the drainage is a problem in the spring. He stated that for that reason he would like to see it paved.

Mr. Knapp explained that Woodbury Bridge is a red listed bridge, and in order to continue to use it, we need to replace it. He stated that the Town is enrolled in the State's bridge program. He stated that it took some time and a lot of work to get the State to allow a one lane bridge. Mr. Knapp stated that the bridge deck has to be paved, and 75 feet on each side needs to be paved. Selectman Cook asked Mr. Knapp when the bridge is going to be done? Mr. Knapp responded it will be done in the spring. Selectman Cook stated that he is not in favor of doing it because of the price tag. He stated that he does encourage the residents to petition. Selectman Cook stated that he is concerned that scheduled projects will not get done, and would like to know where that stands. Mr. Knapp informed him that he needs time to put information together. Selectman Cook asked if there is a way to address some of the other concerns, like changing the approach to the bridge? Mr. Knapp stated that it would be very tough to do that. Selectman Cook stated that the following options are available – putting the road on the reconstruction plan, or putting the paving on a warrant for 2004. Selectman Cook stated that the seconded option can be done with or without the Board of Selectmen's recommendation.

6. CARL KNAPP – BUDGET DISCUSSION

Mr. Knapp first provided the Board with an operations procedure manual for the Highway Department.

Highway Department -

Mr. Knapp went over the budget for the Highway Department. He went over increases in salaries due to the wage increases, which were approved in 2003. Mr. Knapp stated

that the figures do include overtime. Mr. Knapp stated that the largest part of that adjustment was because of what is contributed to retirement, which is State mandated. Mr. Knapp stated that there is an increase in highway fuel, and that they continue to run on a default budget and you can no longer buy gas for that amount. Mr. Knapp stated that they have several new trucks that now need tires. Selectman Cook suggested putting tires and chains under the line in the budget that the trucks are in. Mr. Knapp stated that there is also an increase for rebuilding the motor for a truck. He stated that the truck is in excellent shape other than the motor. He stated that he put in for this last year, and did not receive it due to default budget. Mr. Knapp stated that salt is also an increase. He stated that they spent over \$80,000 per year in 2001 and 2002.

Transfer Station -

Mr. Knapp then went over the Transfer Station's budget. He stated that this has decreased. He stated that the largest share of the budget is the fee that is paid to the co-op, and he does not have that figure yet.

Sewer-

Mr. Knapp then went over the sewer budget. He stated that the only increase in the budget is the pump tanks.

Water Department -

Mr. Knapp then went over the Water Department budget. He stated that there has been no increase.

Mr. Knapp provided the Board with a supplemental budget for positions needed and secretarial services. This information is entered into public record.

7. SAFETY COMPLEX – guardrails

Mr. Carl Knapp went over the cost of guardrails for the safety complex. The total cost will be around \$6,500.

8. OLD BUSINESS

Facility Use Form -

Mr. Chuck Metcalf stated he has a problem with the new facility use form. He stated that the form is asking for proof of insurance. He stated that there are many residents in Town that use the Town Hall and cannot provide a \$1,000,000 insurance certificate. The Board discussed this issue and requested Mr. Christensen look into alternative

insurance companies that may provide coverage for one day events for residents who will require this.

Manifests –

Chairman Reynolds authorized the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated October 30, 2003. Accounts Payable – \$61,317.63, Gross Payrolls - \$28,543.61, for a total of - \$89,861.24. Seconded by Selectman McDonald. A vote was taken. Motion passed unanimously.

Meeting Minutes -

Chairman Reynolds made a motion to accept the meeting minutes for September 8, 2003. Seconded by Selectman McDonald. A vote was taken. Motion passed unanimously.

Chairman Reynolds made a motion to accept the meeting minutes for September 15, 2003, as amended. Seconded by Selectman Cook. A vote was taken. Motion passed unanimously.

Chairman Reynolds made a motion to accept the meeting minutes for September 22, 2003. Seconded by Selectman McDonald. A vote was taken. Motion passed unanimously.

Chairman Reynolds made a motion to accept the meeting minutes for September 29, 2003, as amended. Seconded by Selectman McDonald. A vote was taken. Motion passed unanimously.

Chairman Reynolds made a motion to accept the meeting minutes for October 6, 2003, as amended. Seconded by Selectman Cook. A vote was taken. Motion passed unanimously.

Chairman Reynolds made a motion to accept the meeting minutes for October 13, 2003, as amended. Seconded by Selectman McDonald. A vote was taken. Motion passed unanimously.

Safety Complex –

Selectman Cook stated that the targeted completion date for the safety complex is the end of November.

Wage Scale –

Selectman McDonald stated that the Benefit Review Committee's suggested wage scale for the position of Finance Administrator is capped at \$40,000. He stated that the Finance Administrator is already at the cap. He stated he would like to raise the range to be capped at \$50,000. Selectman McDonald made a motion to adopt the benefit Review Committee's suggested salary range scale with the amendment to the Finance Administrator's range. Seconded by Chairman Reynolds. A vote was taken. Motion passed unanimously.

DRA -

Selectman Cook stated that he met with DRA that day and had a couple things that came up. He stated that according to DRA, they have more money in the general fund than their figures had shown. He stated that Ms. Elayne Pierson is working to clear this up. He stated that it seems a lot of the money is revenue that the Town received over and above what was expected.

Selectman Cook stated that they also discussed the letter from DRA in regards to the warrant articles. He stated that they did not allow the transfer of money from the ACO vehicle to discontinue the account.

Selectman Cook stated that they also talked about the warrant article regarding the Trustees of the Trust Funds. He stated that he was told that DRA did not want to take a position on it, but gave an example of something very similar and DRA had taken a position on. Selectman Cook stated that it is recommended that they draft a letter to the commissioner himself, asking why they are taking a position on some articles and not this one.

9. NEW BUSINESS

Changes in Grant Funding –

Selectman Cook requested the Board remind him to bring this issue up again when Selectman Petrain is present. He stated that there is a difference of opinion regarding the changing of grant funding and what needs to go on a warrant. Selectman Cook stated that the change states that if it is not renewed under the amount from which it is initiated, then it needs to go out on a warrant.

Change to Default Budgets –

Selectman Cook stated that Mr. Neil Kurk had discussed a possible change in the wording for default budgets with Ms. Elayne Pierson. He stated that the change will be tightening up on wording for default budgets. Selectman Cook stated that he is wondering why Mr. Kurk would not notify the Board of this change, or even further, ask the Board's input. He stated that he does not understand why Mr. Kurk would not come to the Board or write a letter regarding this issue. Selectman Cook requested Mr. Christensen contact Mr. Kurk regarding this.

10. NONPUBLIC SESSION

Chairman Reynolds moved that the Board of Selectmen enter into Nonpublic Session at 11:43 p.m. pursuant to the authority granted in RSA 91-A:3 II (a) and (c). Seconded by Selectman McDonald. A roll call vote was taken. Selectman McDonald – yes; Chairman Reynolds – yes; Selectman Cook – yes. Motion passed unanimously.

In Attendance: Chairman Reynolds, Selectman McDonald, Selectman Cook, Mr. Robert Christensen, Ms. Kelly Bumpus.

Chairman Reynolds moved to come out of Nonpublic Session at 12:10 a.m. Seconded by Selectman Cook. A roll call vote was taken. Selectman McDonald – yes; Chairman Reynolds – yes; Selectman Cook – yes. Motion passed unanimously.

Chairman Reynolds made a motion to seal and restrict the minutes of the nonpublic session pursuant to the authority granted in RSA 91-A:3 III. Seconded by Selectman McDonald. A vote was taken. Motion passed unanimously.

11. NONPUBLIC SESSION

Chairman Reynolds moved that the Board of Selectmen enter into Nonpublic Session at 12:11 a.m. pursuant to the authority granted in RSA 91-A:3 II (c). Seconded by Selectman Cook. A roll call vote was taken. Selectman McDonald – yes; Chairman Reynolds – yes; Selectman Cook – yes. Motion passed unanimously.

In Attendance: Chairman Reynolds, Selectman McDonald, Selectman Cook, Mr. Robert Christensen, Ms. Kelly Bumpus.

The Board discussed an issue of a resident's back taxes.

Chairman Reynolds moved to come out of Nonpublic Session at 12:15 a.m. Seconded by Selectman Cook. A roll call vote was taken. Selectman McDonald – yes; Chairman Reynolds – yes; Selectman Cook – yes. Motion passed unanimously.

12. NONPUBLIC SESSION

Chairman Reynolds moved that the Board of Selectmen enter into Nonpublic Session at 12:15 a.m. pursuant to the authority granted in RSA 91-A:3 II (a). Seconded by Selectman McDonald. A roll call vote was taken. Selectman McDonald – yes; Chairman Reynolds – yes; Selectman Cook – yes. Motion passed unanimously.

In Attendance: Chairman Reynolds, Selectman McDonald, Selectman Cook, Mr. Robert Christensen, Ms. Kelly Bumpus.

The Board discussed the employee evaluation of Mr. Robert Christensen.

Chairman Reynolds moved to come out of Nonpublic Session. Seconded by Selectman Cook. A roll call vote was taken. Selectman McDonald – yes; Chairman Reynolds – yes; Selectman Cook– yes. Motion passed unanimously.

13. ADJOURNMENT

Chairman Reynolds made a motion to adjourn. Seconded by Selectman McDonald. A vote was taken. Motion passed unanimously.

A True Record

Kelly Bumpus, Recording Secretary